?

G. R. S. IX-5]

*Previous references.*

File No. 97-19

1919-20

Serial Nos. 1

(C. B.)

*Later references.*

CB. 260-1918 1-4 (Confdl.)

CB. 175-24 (Confdl)

# GENERAL AND REVENUE SECRETARIAT.

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*Serial Nos.* 1 √

**Part B for** November 1919.

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SUBJECT.

Confidential Reports about officers be submitted hereafter annually on or before 20th July following.

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H 1 To. The Accy: to Govr: P.W.D.
" Other Secretaries to Govr
" Heads of Depts:
" Dy: Commrs: of Distts

No. 650-710 S/24-11-1919.

Directs that ——

W D 1250—GPB—30,000 28-1-19

VM.
16-1-20.

G. R. S. III—1] 1919-20

GENERAL AND REVENUE SECRETARIAT.

(C.B.)

NOTES.

File No. 97-19

FILE HEADING.

Proposal to make the present half yearly Coupdl Reports annual on the Technical Deptt of P.W. & Electrical, Agpitle, no set form being prescri for the purpose.

From

| No. | Dated | Received |
|---|---|---|
| Diary No. | Enclos. Spare Copies. | Serial No. |

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

NOTES—First Sheet.

CB 97—19

*Extract from the Proceedings of the* 504th *Meeting of the Council of His Highness the Maharaja, held at Bangalore on the* 11th September 1919. ~~19xx~~.

3. Subject. - Clause xii of the schedule.

Proposal to make the present half-yearly confidential reports annual in the Technical Departments (e.g. Public Works, Electrical and Railways etc.), no set form being prescribed for the purpose.

Opinion of the Council.

The confidential report may be annual instead of half-yearly.

(Signed) M. KANTARAJ URS,
Dewan of Mysore.

Note. - The existing form may be retained with some modifications.
The report may be annual.
The form may be revised by the Secretaries at a meeting.

"EXTRACT"

(Signed) C.S.Balasundaram Iyer,

*Chief Secretary to Government.*

WD 1148—GPB—1,000—23-12-18

(2

FINAL NOTE BY THE FIRST MEMBER OF COUNCIL.

Subject.-

Proposal to make the present half-yearly confidential reports annual in the Techinical Departments (e.g. Public Works, Electrical and Railways etc.), no set form being prescribed for the purpose

2) Confidential reports on Engineer officers were formerly obtained annually and recorded in the Public Works Secretariat under the provisions of the Public Works Departmental Code, but a revised form of confidential report on the character and work done by graded officers was prescribed in Government Order, No.G.5256-93/ G.M.233-14-1 dated 23rd November 1914, and the report was made half-yearly.

3) 2. It is represented both by the Chief Electrical Engineer and the Secretary, Public Works Department, that the chief object served by the confidential report is to enable Government to judge conclusively of the fitness, or otherwise, of an officer for advancement, as other cases against him are dealt with as they occur. By their being half-yearly, there will not be sufficient time to enable the superior officers to form a correct judgment of the improvement made by the officer reported on or his deterioration, if the reports follow in so close a succession. The Railway Secretary is also of the same opinion.

4) 3. It is also urged that the use of set forms in which the confidential reports are required to be submitted may be discontinued as has been ordered by the Government of India.

5) 4. I feel fully convinced that so far as the Technical Departments (e.g. Public Works Department, Railways, Electrical Department etc.) are concerned, it is desirable to make the confidential

reports annual, no set form being prescribed for the purpose as is the practice in British India.

6) 5. The subject was considered in Council and it was resolved that the confidential report might be annual instead of half-yearly.

7) 6. The opinion of the Council may graciously be approved.

8) 7. The existing form will, however, be retained, with such modifications as may be suggested by the Secretaries at a meeting.

(Signed) P.RAGHAVENDRA RAO,
24-9-1919.

24th September 1919. First Member of Council.

---

" C o p y "

(4

G. R. S. IV—6]

*Submitted to His Highness.*

*I submit herewith a Final Note by the* First *Member of Council on the subject of* making the present half-yearly confidential reports in the Technical Departments annual,

*for His Highness' gracious approval.*

(Signed) M. KANTARAJ URS,
*Dewan.*

29th Septr. 1919.

---

" C o p y "

Record of Cases submitted for the Orders of His Highness the Maharaja

No.405
30.9.1919.

## *Subject.*

Proposal to make the present half-yearly confidential reports in the Technical Departments annual.

10) ## *Order.*

(Intd.) K. R. W.

5-10-1919.

11) Chief Secretary,

(Intd.) M. K.

8.10.19.

(6
13

G. R. S. III–2]

C. 126

General and Revenue Secretariat.

P W File No. of 191 .

Serial No.

(*)

31. All urgent or confidential files returned with His Highness' orders may, in the absence of instructions or indications to the contrary, be ordinarily circulated to the Members of Council for perusal after the issue of orders.

33. The Secretaries concerned should see that orders in the cases referred to above are issued at once and that the files are returned immediately after to the Chief Secretary for circulation to the Members.

34. In all other cases, the files will first be circulated to the Members of Council at headquarters and then sent to the Secretariat concerned for the issue of orders.

12) Circulated to the Members of Council for perusal of (*) His Highness' orders before / after issue of orders. (*Vide* Rules 31, 33 and 34 of the Subsidiary Rules for the conduct of business of Council in the Manual of Council Rules and Procedure).

C S Balasundaram
Chief Secretary to Govt.

13) A.C. 10/10/19.

Through the Secretary to Government,

.....P W.....Department.

2523-163. 10.10.19.

14) FIRST MEMBER OF COUNCIL Sd/-

Draft order with I presume; be put up to the Ch. Secy. as this department is chairman the P W D are concerned. M. S. good like to see it before issue.

12.10.

1720 14-10-19

15) SECOND MEMBER OF COUNCIL

14/10.

1165 16.10.19

16) Third TEMPORARY MEMBER OF COUNCIL

16/10

17) A draft order is put up for consideration 29/10/19 is not clear ~~if~~ firstly whether confidential

NOTE.—Contn. sheet

WD 1573—GPB—500—4-3-19

(7

14

G. R. S. III-2

C. 126

General and Revenue Secretariat.

CB File No. 97 of 1919.

Serial No.

reports are to be annual in all Depts, and Secondly, in case this change is to be confined to the ~~Technical~~ Depts, what Depts are to be included in this definition.

As regards the first point, the Submission Note confines the proposal to the Technical Depts, while the Council Res^n is worded in General terms

19/ As regards the second point, it is suggested that besides the P. W. D, Rep^r Electrical Depts, the Depts of Agriculture, Mines & Geology, I & C & others may be included.

Bro
1-10-19.

20/ Secretary

(20) Draft for approval

A { 21) I think the report may be made annual in all cases.

2890-23
1-11-19

22) 1st member
Dewan

CBS
4/11/19

23) Draft approves.

A. This has been my own view all along.

If the Dewan approves, the matter may be discussed in Council next.

Bell
3. 11. 19.

24/ Draft approved by the Dewan
4/11/19

DEWAN'S OFFICE.
Recd. on NOV 4 1919
Reg. No. 2948

NOTE—Contn. sheet

C. 126 (8/45-

*Extract from the Proceedings of the* 510th *Meeting of the Council of His Highness the Maharaja, held at Bangalore on the* 6th November 1919. 19xx.

8. Subject. - Clause xii of the schedule.

Proposal to make the confidential reports about Gazetted Officers of all Departments annual instead of half-yearly.

Opinion of the Council.

5) The report may be made annual in all cases.

6) It will be made clear to Heads of Departments that if any serious defect in an officer's work comes to notice during the course of the year it may be specially reported to the Government without waiting for the annual confidential report.

(Signed) M. Kantaraj Urs,
Dewan of Mysore.

"EXTRACT"

C.S. Balasundaram Jr.
*Chief Secretary to Government.*

WD 1148—GPB—1,000—23-12-18

G. R. S. III-2]

C-126

C.

16

General and Revenue Secretariat.

C.B File No. 97 of 191 9

Serial No.

27/ Revised draft G.O. submitted.

28/ The order may perhaps be approved for issue & the file sent afterwards to Hon for perusal.

15/11/19

29/ Dewan

C.B.K.
15/11/19

Dept. Offrs. Ser remarks

q Com/remarks form may be taken up & Com Committee of Com Secretaries & their report reports

Revised form is under circulation to Secys -

C.B.K.
15/11

Com
18-11-19

30/ Issue

C.B.K.
15/11/19

DEWAN'S OFFICE.
Recd. on NOV 15 1919
Reg. No. 3352

1. 650-710. d 24/11/19.
To P.W. Secy, other Secys to Govt
Hds of Depts, Dy. Comrs & Dists.
Directs that the reports about gazetted officers in all depts be annual instead of half yearly.

DEWAN'S OFFICE.
Recd. on NOV 25 1919
Reg. No. 3643

31/ D.S.N. submitted

Dewan

C.B.K.
15/11/19

NOTE—Contn. sheet.

(10

C B 97/19

# Submitted to His Highness.

***

32) Page 12 of office Notes

I beg to invite reference to His Highness' orders dated 5th October 1919 approving the proposal of the Council to make the present half-yearly confidential reports about Gazetted Officers in the Technical Departments, annual. The question of making these confidential reports annual in all the Departments was considered in Council and it was resolved as follows

Page 15 of do

> "The report may be made annual in all cases.
>
> "It will be made clear to Heads of Departments that if any serious defect in an officer's work comes to notice during the course of the year, it may be specially reported to the Government without waiting for the annual confidential report."

33) 2. Orders were issued in accordance with the above resolution.

34) 3. Separate action is being taken regarding the revision of the present form of the above reports.

35) 4. The papers are submitted for His Highness' gracious perusal.

Chamberlain

26th Nov. 1919

CB 97/19 (11)

Record of Cases submitted for the Orders of His Highness the Maharaja

***Subject.***

Proposal to make the present half-yearly confidential reports annual in all cases.

626

36) ***Order.***

~~KRW~~

27/11/19

37) C. Lang

Secy

3.12.19

(14)

G. R. S. III–2]

c. 126 ~~c. 216~~

General and Revenue Secretariat.

CB File No. 97 of 1919

Serial No.

(*)

31. All urgent or confidential files returned with His Highness' orders may, in the absence of instructions or indications to the contrary, be ordinarily circulated to the Members of Council for perusal after the issue of orders.

33. The Secretaries concerned should see that orders in the cases referred to above are issued at once and that the files are returned immediately after to the Chief Secretary for circulation to the Members.

34. In all other cases, the files will first be circulated to the Members of Council at headquarters and then sent to the Secretariat concerned for the issue of orders.

38/ Circulated to the Members of Council for perusal of (*) His Highness' orders ~~before~~ after ~~issue of orders~~. (*Vide* Rules 31, 33 and 34 of the Subsidiary Rules for the conduct of business of Council in the Manual of Council Rules and Procedure).

C.S. Balasundaram Chief Secretary to Govt. 7/12/19

Note.
Original of Council Resolution (11/9) G.O. No. (24/9) and G.O. No. (29/9) with D sheet containing N.W.C. orders returned to P.W. Secy along with the note of that date.
25/1/1920 3778-226 10.12.19

Through the Secretary to Government,

..... ..... .....Department.

05/10/19.

89/ FIRST MEMBER OF COUNCIL Seen Reed 11-12-19

2790 / G.1279

40/ SECOND MEMBER OF COUNCIL. 9/12

2071 / 8/12/19

41/ ~~TEMPORARY~~ MEMBER OF COUNCIL. 8/12

NOTE.—Contn. sheet

WD 1573—GPB—500—4-3-19

(13

CB 47/19

G.R.S. III—3]

## Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Letter no 1609/6838
from the Chief
Engineer
Requests the return
of his office file
ending with note no
D 315-8-18/9/19, #
42) Draft returning
file sent
dt 21/1/1920 received
27-1-20

B

*N.B.*—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

(14

S.O.

(Issued)

Proceedings of the Government of H. H. the Maharaja of Mysore.

Read:--

G.O.No.G.5256-93/G.M.233-14-1 dated 23rd November 1914 prescribing a revised form of confidential reports regarding the work done by graded officers and directing that the reports should be submitted to Government for each half-year.

2. G.O. No.G.10846-55/G.M.233-14-8 dated 9th April 1915 directing that some more officers be included among those about whom half-yearly confidential reports are due to Government.

3. G.O. No.374/C.B. 23-18-27 dated 11th November 1918 requesting the Chief Commandant, Mysore State Troops to, submit similar reports about the Superintendent, Amrit Mahal Department.

4. G.O. No.544-46/C.B.23-18-28 dated 9/10th December 1918 directing that the officers of the Industries & Commerce Deptt. whose pay is Rs.250/- and above and the term of whose engagement is not less than two years, be also included in the list of officers about whom confidential reports are due to Govt.

Order No. 650-710 CB 97-19-1

Dated, 26th November 1919.

In modification of their orders

(15)

read above, Government direct that confidential reports about officers in all departments be annual instead of half-yearly. These reports should be submitted to Govt., for each official year on or before the 20th of July.

2. Govt. further direct that, if, however, any serious defect in an officer's work comes to the notice of the reporting officer during the course of the year, it should be specially reported to Govt. without waiting for the annual report.

15/11/19.

Chief Secretary to Govt.

18.11.19

XX

May be printed & treated as a Standing order

To

The Secretary to Govt. P.W.D. ✓
" Other Secretaries to Govt.
" Heads of Departments.
" Deputy Commissioners of Dts.

printed copies issued on 22/12/19

15/11/19

S. O.

Confidential Reports.

No. 650-710—C. B. 97-19-1, DATED 24TH NOVEMBER 1919.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

## GENERAL AND REVENUE DEPARTMENTS.

READ—

Government Order No. G. 5256-93—G. M. 233-14-1, dated 23rd November 1914, prescribing a revised form of confidential reports regarding the work done by graded officers and directing that the reports should be submitted to Government for each half-year.

2. Government Order No. G. 10846-55—G. M. 233-14-8, dated 9th April 1915, directing that some more officers be included among those about whom half-yearly confidential reports are due to Government.

3. Government Order No. 374—C. B. 23-18-27, dated 11th November 1918, requesting the Chief Commandant, Mysore State Troops, to submit similar reports about the Superintendent, Amrut Mahal Department.

4. Government Order No. 544-46—C. B. 23-18-28, dated 9—10th December 1918, directing that the officers of the Industries and Commerce Department whose pay is Rs. 250 and above and the term of whose engagement is not less than two years, be also included in the list of officers about whom confidential reports are due to Government.

**Order No. 650-710—C. B. 97-19-1, dated 24th November 1919.**

In modification of their orders read above, Government direct that confidential reports about officers in all departments be annual instead of half-yearly. These reports should be submitted to Government for each official year on or before the 20th of July.

2. Government further direct that, if however, any serious defect in an officer's work comes to the notice of the reporting officer during the course of the year, it should be specially reported to Government without waiting for the annual report.

C. S. BALASUNDARAM IYER,
*Chief Secy. to Govt.*

To—The Secretary to Government, Public Works Department.
The other Secretaries to Government.
The Heads of Departments.
The Deputy Commissioners of Districts.

Exd.—C.R.

# Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

## G. O. No. 650-710—C. B. 97-19-1, dated 24th November 1919.

**Confidential Reports.**

Directs that —— about officers be submitted hereafter annually on or before 20th July following.

W D 1252—GPB—19-12-19—200

RC 27/12

CB 97-19.

(19)

MYSORE PUBLIC WORKS DEPARTMENT,

No.P. W. 1609
E. 6838

Central Office,

Dated, Bangalore, ~~23rd~~ 26th December 1919.

From

S. CADAMBI, ESQUIRE,

Secretary to the Government of Mysore,

Public Works Department, Bangalore.

16770

To

C. S. BALASUNDARAM IYER, ESQUIRE, B.A.,

Chief Secretary to the Government of Mysore,

B a n g a l o r e.

Sir,

Adverting to G.O. No.650-710/C.B.97-19-1 dated the 24th November 1919, directing that confidential reports about officers in all Departments be annual instead of half-yearly, I have the honour to request you to be so good as to return - this office file ending with note No.D.315 dated the 18th --- September 1919.

I have the honour to be,

S i r,

Your most obedient servant,

R V Sundaramma

DEPUTY SECRETARY TO GOVERNMENT,

PUBLIC WORKS DEPARTMENT.

I.R.S./23-12.

(14

G. R. S. VI—G/32]

SUBJECT.....

.....

.....

*Diary No. of letter replied to*.....

GENERAL AND REVENUE SECRETARIAT,
( )
*the* 191 .

*Date of issue* 15th January 1920

*Signed by* Tr. A. V. Ramanatan

**Section** C B
**File No.** 97-19
**Serial No.** .

No. 979 / CB / Encl 6 files ending with P.W. No. D 315-D 7 18/9/19

To The Chief Engineer in Mysore, and Secy. to Govt., P. W. Dept.

Sir,

As desired in your letter no 1609/6838 d 28/12/19, I return herewith your office file ending with note no D 315-D 18/9/19.

~~The receipt of D~~ I have etc.

Sd/-

for Chief Secy.

over.